



## **DEB Notice 061711**

( Effective: 6/17/2011 )

### **Renewal of VCCO Certification**

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Effective September 1, 2011, VCCO certification must be renewed every 5 years. To renew VCCO certification, applicants must attest they:

- currently perform activities related to design procurement and/or construction procurement for a Commonwealth of Virginia agency, institution, locality, or authority;
- perform these activities in accordance with the Virginia Public Procurement Act, the Construction and Professional Services Manual, applicable DEB Notices, and any other applicable laws, regulations, and directives;
- have not been convicted, plead guilty, found guilty, or entered a plea of nolo contendere related to any procurement related crime;
- have not received any written disciplinary notices, either from their Supervisor or BCOM, related to their responsibilities as a Virginia Construction Contracting Officer;
- if having also been certified as a VCO, their VCO certification has not been suspended, revoked or surrendered in connection with any disciplinary action.

A renewal application form will be sent to all currently active VCCOs within 60 to 90 days of their 5-year certification expiration date. Applicants and their supervisors must complete the renewal application form and submit it prior to the VCCO certification expiration date.

All VCCO certifications issued prior to September 1, 2006 will expire on September 1, 2011 unless completed renewal application forms are submitted. All VCCOs certified on or after September 1, 2006 must complete and submit renewal application forms prior to the end of their five year certification period.

For questions regarding this DEB Notice, please contact: [capout@dgs.virginia.gov](mailto:capout@dgs.virginia.gov)